

STATE OF NEBRASKA



Dave Heineman
Governor

DEPARTMENT OF REVENUE
Mary J. Egr Edson
Tax Commissioner

CHARITABLE GAMING DIVISION
James M. Haynes
Director

Instructions for Completion of 2006-2008 County/City Lottery License Renewal Applications

Enclosed are your 2006-2008 county/city lottery license renewal applications. If you intend to renew your licenses, the completed applications and appropriate license fees must be submitted to the Charitable Gaming Division by April 1, 2006. For your convenience, a portion of the information that you have provided in the past has been preprinted on the applications. If any of the preprinted information is incorrect, please mark through the incorrect information and fill in the accurate information. Also add any missing information for the owners listed. Please type or print legibly.

Lottery Operators and Sales Outlet Locations:

If there has been a change of ownership in a business licensed as a lottery operator or sales outlet location, if there are any owners not listed, or if there have been other changes to the preprinted information, do not use these preprinted renewal applications. To report changes in ownership or new applicants, the following forms are to be requested from the Charitable Gaming Division, completed in their entirety, and filed with this office. For a lottery operator, request the Nebraska Schedule I — County/City Lottery Operator Application, Form 50G. For a sales outlet location, request the Nebraska Schedule II — County/City Lottery Sales Outlet Location Application, Form 50G. These forms are also available on our Web site: www.revenue.ne.gov/gaming.

If you are not renewing a specific license, mark the "Not Renewing" box and return the application for our records.

Signature:

The applications must be properly signed. All three types of renewal forms require the signature of a governing official. In addition, the Nebraska Schedule I — County/City Lottery Operator Application, Form 50G, is to be signed by an owner, partner, member, or officer of the lottery operator. The Nebraska Schedule II — County/City Lottery Sales Outlet Location Application, Form 50G, is to be signed by an owner, partner, member, or officer of the sales outlet location.

File Updated Information:

Although you are not required to resubmit any information that was included with your original license application or prior license renewals, you are required to keep current all information on file with the Charitable Gaming Division regarding your lottery. If you have not previously filed this information, please provide copies of any new lottery operator agreement, amendments to your existing lottery operator agreement, or authorized extensions to the agreement; any new ordinances or resolutions which have been adopted relative to your lottery; any changes to pay tables or rules of play; and any other official documents relating to your lottery.

Personal History Record and Background Disclosures:

In conjunction with the 2004-2006 county/city lottery license renewal, lottery operator license renewal applicants were required to complete and submit new Personal History Record and Background Disclosures. **A new disclosure form will not be required for the 2006-2008 licensing period unless there have been changes to the information since the disclosure form was last filed with our office.** The Personal History Record and Background Disclosure may be downloaded from the Department of Revenue's Web site at **www.revenue.ne.gov/gaming**. This form is also available in the fill-able format on the Web site. Additional forms may also be requested from the Charitable Gaming Division.

Mail the applications and appropriate fees to the Nebraska Department of Revenue, Charitable Gaming Division, P.O. Box 94855, Lincoln, NE 68509-4855

All applications to renew county/city lottery licenses must be submitted to our office no later than April 1, 2006. Applications postmarked by the due date will receive priority. Any applicant whose renewal application is postmarked after the April 1, 2006 due date might not have a 2006-2008 license on June 1, 2006. An administrative fine may be imposed on all applicants not filing their license renewal applications on time.

Any county, city, village, lottery operator, or sales outlet location which does not hold a 2006-2008 license required by Nebraska law on June 1, 2006, must cease county/city lottery activity until the applicable license is physically present to allow legal operation of the game.

The fee for each county, city, or village license is \$100 for the biennial licensing period. The lottery operator license fee is \$500 for the biennial licensing period. There is no license fee for a sales outlet location.

If you have any questions regarding your county/city lottery or need appropriate forms or additional information, please contact the Charitable Gaming Division, telephone (402) 471-5937 or toll free (877) 564-1315.